

ER-4-8119

MEMORANDUM FOR: Inspector General

SUBJECT: Fair Employment Program

1. Executive Order 9980 requires that "the head of each department shall designate an official thereof as Fair Employment Officer." It is further provided that the Fair Employment Officer "shall be given full operating responsibility, under the immediate supervision of the department head, for carrying out the fair employment policy..." Duties of this official, as prescribed by the Order include

"(a) Appraise the personnel actions of the department at regular intervals to determine their conformity to the fair-employment policy expressed in this order.

(b) Receive complaints or appeals concerning personnel actions taken in the department on grounds of alleged discrimination because of race, color, religion, or national origin.

(c) Appoint such central or regional deputies, committees, or hearing boards, from among the officers or employees of the department, as he may find necessary or desirable on a temporary or permanent basis to investigate, or to receive, complaints of discrimination.

(d) Take necessary corrective or disciplinary action, in consultation with, or on the basis of delegated authority from, the head of the department."

2. Mr. W. I. Feel has been serving as this Agency's Fair Employment Officer since June 1951. As you know, Mr. Feel is leaving Agency employment, and it is therefore necessary to designate a new Fair Employment Officer.

3. Generally, in the past the so-called fair employment complaints have engaged the attention of both the Fair Employment Office and the Inspector General's Office. Taking into consideration also the duties outlined in paragraph 1, it is my feeling that logically this Agency's

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Fair Employment Officer should be a member of your office. I believe that either [REDACTED] might appropriately be designated Fair Employment Officer.

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4. I will appreciate your views on this subject as soon as possible, since Mr. Peel's resignation will be effective in approximately two weeks.

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L. K. WHITE
Acting Deputy Director
(Administration)

SA/DD/A:DCK:dh (5 Nov 1953)

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